

Winter 2012 Course Offerings

Classes are on a first come first served basis. Registration will be offered **online** for all advanced classes using a credit card. You must have been entered into the online system in person at one of the centers to receive your Internet Login ID and PIN. If you need information call 770-528-1445, or call the center of your choice.

CLASS INFORMATION

Not all courses are offered every quarter

| <u>Course</u> | <u># of Sessions</u> | <u>Cost</u> |
|--------------------|----------------------|-------------|
| Advanced Windows | 4 | \$35.00 |
| Advanced Internet | 5 | \$40.00 |
| Camera & Scanner | 3 | \$25.00 |
| Family Tree Maker | 2 | \$15.00 |
| Files & Folders | 3 | \$25.00 |
| Internet | 5 | \$35.00 |
| Introduction to PC | 7 | \$45.00 |
| Photo Album | 6 | \$40.00 |
| PrintShop | 4 | \$25.00 |
| Quicken | 5 | \$40.00 |
| Word-Beginner | 4 | \$30.00 |
| Word | 8 | \$50.00 |
| Works | 7 | \$45.00 |
| Seminars- Various | 1 | \$5.00 |

(Non residents of Cobb County may pay a higher fee for classes)

THE FOLLOWING IS A LIST OF COMMONLY ASKED QUESTIONS:

CAN I REGISTER FOR ANYONE ELSE?

Yes. You may register for yourself and/or **one** other person, but please be sure to sign up **both** names when you sign in. You may still register for at least two classes per person, or more if there is room

WHAT HAPPENS IF I HAVE TO CANCEL?

Please check your schedule carefully before committing to a class. **No refunds will be issued after a class has started.** If you must cancel after the class has started, a **credit** for the amount of the class may be issued to you. Please inform us of any cancellations as soon as possible. If there is a waiting list, we may be able to fill your spot.

DOES COBB SENIOR SERVICES ACCEPT CREDIT CARDS?

Cobb Senior Services accepts MasterCard and Visa for Computer Classes, as well as cash and checks.

Be sure to get your Internet Login ID and PIN so you can use online registration for some computer classes, as well as activities and classes at the Multipurpose Centers.

You can go to **www.computers4seniors.org** for more information on classes and instructors. This is a website maintained by our computer instructors for student information.



COMPUTER PRACTICE LABS

*You may sign up **one week in advance** for a **one hour time slot**.*

Check with the Front Desk of each Center for available seats.

A Coach is present to assist with questions you may have.

| <u>Center</u> | <u>Day of Week</u> | <u>Dates of Lab Time</u> | <u>Times</u> |
|--------------------------|--------------------|--------------------------|---------------|
| C.F. Poole Senior Center | Friday | 1/20/12 to 3/2/12 | 1:00 - 3:00 |
| East Cobb Senior Center | Wednesday | 1/18/12 to 3/14/12 | 1:00 - 3:00 |
| North Cobb Senior Center | Monday | 1/23/12 to 3/5/12 | 10:00 - 12:00 |
| West Cobb Senior Center | Tuesday | 1/24/12 to 3/6/12 | 1:00 - 3:00 |

Check at the centers to sign up for the open labs, one week prior.

Winter 2012 Computers 4 Seniors Classes

EAST COBB SENIOR CENTER

Registration: January 4 9:00 AM

Introduction To PC & Windows

Begins: Jan 19 Thu 52494 9:00-12:00
 Begins: Jan 19 Thu 52495 1:00-4:00
 Begins: Jan 23 Mon 52496 1:00-4:00

Internet

Begins: Jan 17 Tue 52499 9:00-12:00

Advanced Internet

Begins: Feb 21 Tue 52509 1:00-4:00

MS Works

Begins: Jan 20 Fri 52501 9:00-12:00

Family Tree Maker

Begins: Jan 25 Wed 52504 9:30-12:30

Seminars

FaceBook Mar 8 Thu 52508 1:00-4:00
 Manage Digital Photos
 Mar 27 Tue 52505 1:00-4:00

WEST COBB SENIOR CENTER

Registration: January 4 9:00 AM

Introduction To PC & Windows

Begins: Jan 18 Wed 52519 1:00-4:00
 Begins: Jan 23 Mon 52520 9:00-12:00

Internet

Begins: Jan 19 Thu 52523 9:00-12:00

MS WORD

Begins: Jan 18 Wed 52527 9:00-12:00

Seminars

Cam & Scanner Mar 5 Mon 52524 1:00-4:00
 Picasa Seminar Mar 13 Tues 52526 9:00-12:00

NORTH COBB SENIOR CENTER

Registration: January 4 9:00 AM

Introduction To PC & Windows

Begins: Jan 18 Wed 52485 1:00-4:00
 Begins: Jan 19 Thu 52486 9:00-12:00

Internet

Begins: Jan 19 Thu 52488 1:00-4:00

MS WORD

Begins: Jan 17 Tue 52489 1:00-4:00

Family Tree Maker

Begins: Jan 23 Mon 52490 1:00-4:00

C. F. POOLE SENIOR CENTER

Registration: January 4 9:00 AM

Introduction To PC & Windows

Begins: Jan 17 Tue 52510 9:00-12:00
 Begins: Jan 18 Wed 52513 9:00-12:00

Internet

Begins: Jan 23 Mon 52515 9:00-12:00

MS WORD

Begins: Jan 24 Tue 52514 1:00-4:00

Seminars

Picasa Mar 6 Tue 52517 9:00-12:00

www.computers4seniors.org

**Information about all classes and
 many useful links
 Check us out on Facebook**